

**STATE OF DELAWARE**



**DEPARTMENT OF TRANSPORTATION**

**DESIGN-BUILD PROJECT**

**for**

**INDIAN RIVER INLET BRIDGE**

Replacement of Bridge 3-156,  
SR1 over Indian River Inlet  
State Contract # 26-073-03 Readvertised  
Federal Contract # BRN-S050(14)

**INSTRUCTIONS TO PROPOSERS**

**SCOPE OF SERVICES PACKAGE**

**APPENDIX A**

**TECHNICAL PROPOSAL INSTRUCTIONS**



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## **A1.0 GENERAL INSTRUCTIONS**

This Appendix A to the Instructions to Proposers (ITP) describes the specific instructions for preparing the Technical Proposals.

The Proposer shall submit the information required by this Appendix A in the organization and format specified herein.

Proposals shall be submitted in separate volumes (see [Table A](#) - Outline for Submittal of the Technical Proposal) containing the following information:

- A) Executive Summary and Summary Statement;
- B) Legal (Volume 1);
- C) Financial (Appendix A to Proposal);
- D) Technical Solutions (Volume 2);
- E) Key Personnel and Experience (Volume 3);
- F) Management Approach (Volume 4);
- G) Bridge Security (Volume 5); and
- H) Appended Information..

All Proposal Information submitted in Volumes 1 through 5 will be used for evaluating the Proposals and determining the successful Proposer and will be incorporated into the Contract as Part 8 - Proposal Information. The Supplemental Selection Information (Executive Summary, Summary Statement, and information in Appendix A to the Technical Proposal) will be used for evaluating the Proposals and determining the successful Proposer but will not be incorporated into the Contract.

All forms named herein are found in Appendix C unless otherwise noted.

Text shall be in English in a standard font, a minimum of 11 points in height, single-spaced. Pages shall be 8½ inch x 11 inch white paper, with simple lettered/numbered dividers for each section/subsection. Single-sided pages shall be used except for pre-printed information, such as corporate brochures.

Drawings or sketches shall be submitted on 11 inch x 17 inch and/or 8 ½ inch x 11 inch white paper.

Schedule plots shall be on 24 inch x 36 inch or 22 inch x 34 inch paper, folded and inserted in an envelope or similar holder that is incorporated into the volume.

The Proposer shall number each page in each volume consecutively (i.e., 1-1, 1-2; 2-1, 2-2). The Proposer shall include page numbers centered at the bottom of each page.

Proposers should present information clearly and concisely. Documentation that is illegible may be rejected and may lead to disqualification.

The information shall be easily reproducible by normal black and white photocopying machines. Color photographs, renderings, and brochures shall be adequately bound and suitably protected for handling and circulation during review.

Volumes 2 through 5 are limited to a combined total of 150 pages, exclusive of tabs and divider pages, cover letters, calculations, specifications, schedule plots, and drawings or sketches. The Quality Plan and Safety Plan are also excluded from the page count.

## **A2.0 EXECUTIVE SUMMARY AND SUMMARY STATEMENT**

### **A2.1 EXECUTIVE SUMMARY**

The Proposer shall submit an Executive Summary and a Summary Statement with the Technical Proposal in a binder or folder separate from the Proposal volumes and appendices. The Executive Summary shall contain sufficient information to familiarize reviewers with the Proposer's Project approach and its ability to satisfy the legal requirements of the Contract. The Proposer shall limit the Executive Summary to no more than ten pages inclusive of text, selected photographs, and/or sketches. The Proposer shall distinguish those items which, in the opinion of the Proposer, represent significant value to the Department and which may distinguish its Proposal from those of others.

At a minimum, the Executive Summary shall summarize the following:

- A) Legal: A summary of the legal structure of the Proposer, any agreements among the Proposer team members, and the legal commitments to the Department;
- B) Financial: A summary of Proposer's financial strength and structure for undertaking and completing the Work;
- C) Technical Solutions: A summary of the design concepts and technical challenges to be addressed in connection with the Work. The Proposer shall specifically address:
  - 1) Structure type, size, and location for the bridge;
  - 2) Geotechnical and foundations concepts;
  - 3) Construction concepts;
  - 4) Roadway design and construction concepts and how the Work impacts the existing approaches;
  - 5) Bridge long-term performance and maintenance concepts;
  - 6) Summary schedule with major milestones and a summary design and construction schedule;
  - 7) Public Outreach; and
  - 8) Aesthetic features.
- D) Management Approach: A summary of the management approach and concepts to be used in connection with the Work. The Proposer shall specifically address:
  - 1) Proposer's commitment to quality;
  - 2) Proposed management systems to ensure successful and satisfactory completion and integration of the design and construction Work;
  - 3) Roles and responsibilities of all Principal Participants and other key firms; and
  - 4) The Proposer's Safety Plan.

The Proposer shall not include any information suggesting the Lump Sum Contract Price in the Executive Summary.

The Executive Summary shall be suitable for presentation to and review by the Secretary. The Executive Summary may be released to the media after selection, hence sensitive or confidential information should not be discussed in the Executive Summary.

### **A2.2 SUMMARY STATEMENT**

The Proposer shall prepare a Summary Statement outlining the specific areas where the Proposer has shown enhanced quality in long-term performance, durability, and maintainability through the information submitted with its Proposal. The Proposer shall indicate in its statement the specific section of the Technical Proposal where the information is shown.

The Proposer shall not include any information suggesting the Lump Sum Contract Price in the summary statement.

### **A3.0 LEGAL AND FINANCIAL INFORMATION**

#### **A3.1 OBJECTIVES**

The objective of the Legal pass/fail evaluation factor is to identify legally constituted Proposers able to submit Proposals, enter into the Contract, and complete the Work and that have obtained all required licenses.

#### **A3.2 LEGAL INFORMATION FOR VOLUME 1 OF THE PROPOSAL**

The Proposer shall submit the following legal information:

- A) The Proposal Certification that shall constitute a firm offer to the Department valid for 60 calendar days after the Proposal due date. The Proposal Certification shall be executed by the Proposer or by its legally authorized representative, and by each JV member or general partner (as applicable) by their respective legally authorized representatives (pass/fail);
- B) Form NS, Named Subcontractors and Suppliers, including the percentage of the Proposal price that represents anticipated Subcontractor and Supplier participation (not specific dollar value of participation). The Proposer shall show all Major Subcontractors (Subcontractors performing five percent or more of the value of the Work), Major Suppliers (Suppliers providing products and Material valued in excess of five percent of the value of the Work), the Designer and known Architectural/Engineering (A/E) subconsultants, and the QC Engineer on Form NS (pass/fail); and
- C) Evidence that any named Subcontractors or Suppliers that are required to be licensed by either the Delaware Association of Professional Engineers or the State Licensing Board for Contractors or both have been licensed (pass/fail).

#### **A3.3 LEGAL INFORMATION FOR APPENDIX A TO THE PROPOSAL**

##### **A3.3.1 Notarized Power(s) of Attorney**

The Proposer shall provide a notarized Power of Attorney naming the individual who signed the Proposal on its behalf as its attorney-in-fact, with authority to execute and deliver the Proposal, and Clarification, and the Agreement on its behalf, and to act for and bind it in all matters relating to the Proposal (pass/fail).

If the Proposer is a Joint Venture, Limited Liability Company, or partnership, it shall also submit the following:

- A) Evidence that each member of the JV, LLC, or partnership shall be jointly and severally liable for any and all of the duties and obligations, including performance, of the Proposer assumed under the Proposal and under any Contract arising therefrom, should its Proposal be accepted by the Department (pass/fail); and
- B) A notarized Power of Attorney executed by each JV member, LLC member, or general partner, naming the individual who signed the Proposal and joint and several liability document on its behalf as its attorney-in-fact, with authority to execute the Proposal, joint and several liability document, and Agreement on its behalf and to act for and bind it in all matters relating to the Proposal (pass/fail).

### **A3.3.2 Proposal Certification Form**

The Proposer shall submit the Proposal Certification Form certifying that the Proposal is not the result of, and has not been influenced by collusion (pass/fail).

### **A3.3.3 Opinion of Counsel**

The Proposer shall include an opinion of counsel in the format of Form OC (see Appendix C) by in-house or outside counsel with respect to the Proposer and its JV or LLC members or general partners (pass/fail).

### **A3.3.4 Organizational Documents**

The Proposer shall submit organizational documents in the form of copies of articles of incorporation and bylaws, the JV agreement, the partnership agreement, the LLC operating agreement, or equivalent organizational documents for the Proposer and each Person signing a joint a several liability document, which organizational documents shall be consistent with the responsibilities to be undertaken by the Proposer and such Persons under the Contract (pass/fail).

## **A3.4 FINANCIAL INFORMATION FOR APPENDIX A TO THE PROPOSAL**

The Proposer shall submit evidence (as described in this Section [A3.3](#)) of capability to meet the financial responsibilities of the Contract.

### **A3.4.1 Objectives**

To identify Proposers with demonstrated capability to undertake the financial responsibilities associated with the Project, including bonding.

### **A3.4.2 Letter of Commitment of Surety**

The Proposer shall submit letter(s) of commitment from surety(ies) meeting the requirements of Section [A3.4.3](#) to provide performance and payment bonds as per Part 2 - DB Section 100, DB Section 103-2 and Appendix 103A, Payment, Performance, and Retainage Bond Form (pass/fail).

The Proposer shall not include any information suggesting the actual Proposal Price in the letter (pass/fail).

### **A3.4.3 Surety Financial Requirements**

Each Bond described in Section [A3.4.2](#) shall be issued by a Surety listed on the United States (US) Department of Treasury Financial Management Service list of approved bonding companies which is published annually in the Federal Register or by an insurance company with at least an A- rating in the latest printing of the A.M. Best's Key Rating Guide (pass/fail).

No surety or insurance company shall write a Bond which is in excess of the amount indicated as approved for it by the US Department of the Treasury Financial Management Service list of approved bonding companies and an insurance company not on the US Department of Treasury Financial Management Service list of approved bonding companies shall not write bonds exceeding ten percent of the policyholder's surplus as shown in the A.M. Best's Key Rating



Guide (pass/fail). In addition, any Bond written for the Project shall be written by a surety or insurance company that is currently licensed to do business in the State of Delaware (pass/fail).

## **A4.0 TECHNICAL SOLUTIONS INFORMATION**

### **A4.1 OBJECTIVES**

The following are the objectives for the Technical Solutions technical evaluation factors:

- A) To identify Proposers with a demonstrated understanding of the overall Project requirements through the applicable design concepts presented;
- B) To identify the best overall proposed solution for the bridge concept design, including the roadway geometric design if a change from the original project requirements is proposed;
- C) Concepts will be evaluated based on long-term durability, service life, and considerations for future inspection and maintenance;
- D) To identify Project concepts that demonstrate high aesthetic value both for the bridge structure and the overall Project-wide facility. This will take into consideration the overall structural proportions and Project-wide consistent use of Materials, shapes and elements, landscape architecture, and roadway appearance; and
- E) To identify Proposers with proposed Baseline Progress Schedules for both the Design and Construction that are sufficiently detailed to demonstrate their understanding of the Work to be performed and the ability to complete the Work on schedule and within the Lump Sum Contract Price. Consideration will be given to a Proposer's ability to commit and mobilize Key Personnel, Equipment, and Materials in order to perform the Work required according to the proposed schedule.

### **A4.2 TECHNICAL SOLUTIONS INFORMATION FOR VOLUME 2 OF THE PROPOSAL**

In the Proposal provided in response to each of Sections [A4.2.1](#) through A4.2.4, the Proposer shall indicate and describe features of the proposed design, construction methods, and/or Material offered by the Proposer that will accomplish the following:

- A) Improve the long term performance of Project elements, particularly the bridge structure;
- B) Enhance the inspectability and maintainability of the Project;
- C) Minimize maintenance costs; and
- D) Minimize interruptions in service or traffic for maintenance.

#### **A4.2.1 Bridge Structure**

The Proposer shall prepare and submit detailed summary information regarding the bridge structure proposed for the Project. The information provided shall in general outline how the proposed bridge structure design and components meets or exceeds the Performance Specification (see Appendix A of Part 3 - Design Criteria and Performance Specifications). Key elements that should be discussed or detailed include the following:

- A) A basic structural layout and scheme for the bridge structure. At a minimum, this should include the type, size, and location information, support arrangement, location of expansion joints and layout (pass/fail);
- B) The design methodology proposed, including computer software to be used and any requested deviation from or additions to the design criteria and design codes provided in this Scope of Services Package;
- C) The bridge support system to be used. This should include specific information regarding the hardware and how it will be incorporated into the design and construction. Any benefits of the system should be discussed. Specific attention should be given to

- support installation, inspection, corrosion protection, and replacement;
- D) Information on the foundation types proposed and the justification for the selection. All foundations associated with the bridge structure should be addressed. The design approach/methodology and proposed construction techniques and sequence should be presented. The capacity of the foundations to resist scour and other design loading shall be discussed;
- E) The construction sequence proposed for the entire bridge structure;
- F) The wind analysis proposed, including a concise discussion of the wind tunnel testing proposed and how the results of the testing and analysis will be incorporated into the structural design; and
- G) The bridge structure aesthetics considerations. Any specific aesthetic features proposed will be presented. A discussion should be provided that describes the overall aesthetics of the structure and validates the aesthetic theme chosen.

#### **A4.2.2 Roadway Geometrics**

The Proposer shall prepare and submit the design information contained in the Roadway Performance Specification (see Appendix A to Part 3 - Design Requirements and Performance Specifications) if a change from the original/previous project requirements is proposed. This information shall include specific roadway geometrics proposed and a narrative discussing transitions, tie-ins, and staging issues between the bridge and roadway construction.

#### **A4.2.3 Proposed Baseline Progress Schedule**

The term "Proposed Baseline Progress Schedule" as used herein means the time-scaled, critical path network depicting Project Sections, Project Components and subordinate activities and their respective durations, and sequences and inter-relationships that represent the Proposer's Work plan for designing, constructing, and completing the Project.

The Proposer shall not show or submit any actual pricing information with the Proposed Baseline Progress Schedule that would be indicative of the Lump Sum Price included in the Price Proposal (Appendix B) (pass/fail). A price-loaded schedule will be required as part of the Price Proposal and should be based on percentages of the Lump Sum Price included in the Price Proposal. Percentage values are to be expressed with two decimal place accuracy (e.g., 3.02%).

The Proposer shall submit the following information pertaining to the Proposed Baseline Progress Schedule:

- A) A Proposed Baseline Progress Schedule for the Project meeting the following requirements:
  - 1) The Proposed Baseline Progress Schedule shall be in color hardcopy format and Primavera P3e Version 3.1 or later compatible electronic format on disk;
  - 2) The Proposed Baseline Progress Schedule shall be consistent with the Department's Project Sections and preferred Project Components listed on Form PCD (see Appendix C). Except where a Value is shown as a mandatory Value, the Proposer may adjust this list to more accurately reflect planned sequences and methods, however, the level of detail shall be similar to that reflected in the list of preferred Values. Mobilization shall not be shown as a Value. Mobilization shall be shown as an activity under Project Component 1;
  - 3) All Project Components shall be assigned to the Project as described in Part 2 - DB Sections 109-1 and 109-2 and shown on Form PCD;
  - 4) The Proposed Baseline Progress Schedule shall be price-loaded (percentage values only) and reflect the Work included in the Lump Sum Price Proposal;

- 5) The Proposed Baseline Progress Schedule shall show the proposed date for opening to traffic;
  - 6) The Proposed Baseline Progress Schedule shall show the Substantial Completion Date not later than that shown in ITP, Section 1.7.1 (pass/fail); and
  - 7) The Proposed Baseline Schedule shall show the Final Acceptance Date not later than three months from Substantial Completion.
- B) A "stand-alone" narrative of sufficient detail to explain the basis of the Proposed Baseline Progress Schedule. The "stand-alone" narrative shall describe activities and how the activities interrelate and how activity durations were determined. The Proposer shall include and discuss the following at a minimum:
- 1) Basis for and assumptions used in preparing the Proposed Baseline Progress Schedule;
  - 2) Anticipated order and delivery dates of Material and equipment, especially long-lead time items;
  - 3) Restraints, risks, and limitations;
  - 4) Critical path activities;
  - 5) Holidays and other non-work days;
  - 6) Potential problem areas; and
  - 7) Coordination required;
- C) A plan for mobilizing Key Personnel, equipment, Material, and supplies. The mobilization plan must be consistent with the Proposed Baseline Progress Schedule;
- D) A summary of major risks to the Proposed Baseline Progress Schedule with explanation of planned contingencies and an approach to managing these risks should they arise;
- E) A brief narrative description of the proposed Project controls approach, including the following:
- 1) A description of the Proposer's system for preparing and updating the Baseline Progress Schedule; and
  - 2) A description of the proposed plan to integrate design and subcontract activities into its scheduling and reporting system; and
- F) A completed Schedule of Values, Form SV (Appendix C) depicting proposed percentage values of the Lump Sum Price Proposal.

#### **A4.2.4 Public Outreach**

The Proposer shall prepare and submit a Public Outreach Plan in accordance with the Public Outreach Performance Specification (see Appendix A to Part 3 - Design Requirements and Performance Specifications).

The Proposal should clearly identify any proposed public involvement and should discuss any anticipated pedestrian, traffic, park or other public impacts.

#### **A4.2.5 Bridge Security**

The Proposer shall prepare and submit a narrative discussing proposed methods for providing bridge security. This information is to be submitted as Volume 5 of the Technical Proposal and shall be marked CONFIDENTIAL. Specific minimum requirements for the Bridge Security Program will be furnished separately to the Proposers upon issuance of the final Scope of Services Package.

## **A5.0 KEY PERSONNEL AND EXPERIENCE INFORMATION**

### **A5.1 OBJECTIVES**

The following are the objectives for the Key Personnel and Experience Information:

- A) To identify Proposers that will effectively manage all aspects of the Contract in a quality, timely, and effective manner;
- B) To identify the best personnel for key positions with demonstrated experience and expertise in and record of producing quality work on projects of a similar nature to this Project. The Key Personnel positions for the purposes of this Scope of Services Package are identified in Part 4 - Special Provisions, Special Provision 108C; and
- C) To avoid personnel with a history of legal and financial problems on other projects that could adversely impact this Project generally.

### **A5.2 KEY PERSONNEL AND EXPERIENCE INFORMATION FOR VOLUME 3 OF THE PROPOSAL**

The Proposer shall submit Form KP (see Appendix C) (pass/fail).

### **A5.3 KEY PERSONNEL AND EXPERIENCE INFORMATION FOR APPENDIX A TO THE PROPOSAL**

The Proposer shall submit resumes of Key Personnel (pass/fail).

## **A6.0 MANAGEMENT APPROACH INFORMATION**

### **A6.1 OBJECTIVES**

The following are the objectives for the Management Approach technical evaluation factors:

- A) To identify Proposers that demonstrate a clear understanding of the Project through their proposed Project approach, including, but not limited to, the construction staging plan;
- B) To identify Proposers that demonstrate sound, proven Project management techniques for design management, construction management, and the integration of both on Design-Build (DB) projects. This will include consideration of document control techniques employed to assure the flow, storage, and archiving of information; and
- C) To identify Proposers that demonstrate sound, proven Quality Control (QC) and procedures for this Project.

### **A6.2 MANAGEMENT APPROACH INFORMATION FOR VOLUME 4 OF THE PROPOSAL**

#### **A6.2.1 Project Components Descriptions**

The Proposer shall complete and submit Form PCD describing the Project Components (pass/fail). The Proposer shall adequately describe the physical features and activities included in the Project Components and include all Work included in the Component Value of each Project Component as reflected on Form SV (see Appendix C). See Part 2 - DB Section 100, DB Section 109-1.2, regarding instructions for describing Project Components.

#### **A6.2.2 Organization**

Some components of the Proposal relating to the Proposer's organization will be rated on a pass/fail basis and others will receive quality ratings.

#### **A6.2.2.1 Single Point of Contact**

The Proposer shall designate a single point of contact and provide the information requested on Form C (see Appendix C). The single point of contact shall be the Proposer's designated Project Manager. (Pass/fail.)

#### **A6.2.2.2 Commitment of Resources**

The Proposer shall submit Form CR (see Appendix C) providing a written commitment, signed by the Proposer's authorized representative, that the resources shown in the Proposal, including Key Personnel and other staff identified by name, equipment, Material, supplies and facilities, will be available and assigned to the Project if the Proposer is awarded the Contract to the extent such assignment remains within the control of the Proposer or its Principal Participants. (Pass/fail.)

#### **A6.2.2.3 Organization Charts and Staff and Office Locations**

The Proposer shall submit the following information pertaining to organization charts, staff, and office locations:

- A) An organization chart showing the Key Personnel (pass/fail);
- B) An organization chart depicting the roles and responsibilities of the Principal Participants and named Subcontractors (design and construction) (pass/fail);
- C) An organization chart showing the proposed design organization including detailed responsibilities and organization of the design staff (pass/fail);
- D) An organization chart(s) showing the proposed construction organization including detailed responsibilities and organization of the construction staff (pass/fail);
- E) An organization chart showing the planned QC organizations (design and construction), including names of independent sampling and testing laboratory(ies) and to whom the QC staff report within the Proposer's (Design-Builder's) organization (pass/fail);
- F) An organization chart showing the planned safety organization and its relationship to the Proposer's organization. The Proposer shall indicate roles and responsibilities of safety staff (pass/fail)
- G) A description of those categories of Work which the Proposer anticipates will be performed by his own forces and which will be subcontractor performed;
- H) Plans and procedures for management of subcontractors; and
- I) The city and state where assigned staff not designated to be located on site will be located, particularly the location(s) of design staff.

#### **A6.2.3 Safety Plan**

The Proposer shall prepare and submit a Safety Plan meeting the minimum requirements of Part 2 - DB Section 107-5. Special discussion addressing public safety and construction risks is to be included.

#### **A6.2.4 Project Management Plan**

The Proposer shall submit the information specified in this Section [A6.2.4](#).

##### **A6.2.4.1 Quality Plan**

The Proposer shall submit the following information pertaining to the Quality Plan:

- A) The name(s), location(s), and qualifications of independent testing laboratory(ies) (pass/fail);
- B) A summary of the Proposer's proposed Quality Plan as per Part 2 - DB Section 100, DB Section 113. The Proposer shall provide a Quality Plan that addresses all components described therein and in the order and format specified, including both design and construction QC programs; and
- C) A narrative describing the following:
  - 1) The roles, responsibilities, qualifications, and authorities of QC personnel (design and construction) over design and construction activities to ensure final product quality;
  - 2) How the independence of QC activities from production staff influence will be accomplished;
  - 3) The relationship with and authority of the QC staff with regard to the design and construction production staff;
  - 4) How Quality Control will be handled for design and construction subcontractors; and
  - 5) A description of how design and construction activities performed by different firms will be coordinated to ensure consistency and quality.

#### **A6.2.4.2 Design Management**

The Proposer shall submit the following pertaining to Design Management:

- A) Form DU (see Appendix C) showing the Proposer's plan for dividing the Project and/or Project Sections into distinct Design Units (see Part 2 - DB Section 100, DB Section 111-3) (pass/fail);
- B) A brief narrative describing the following:
  - 1) The Proposer's design management concept. The Proposer shall indicate total design staffing required;
  - 2) The planned approach to addressing constructability, durability, maintainability, safety, aesthetics, and environmental requirements in the design process;
  - 3) The planned approach for integrating and coordinating the design and construction efforts;
  - 4) A planned approach to design integration among different firms and/or offices; and
  - 5) A planned approach to integrating design and construction personnel;
- C) A summary Design Review Plan outlining how the Proposer will facilitate and implement Design Reviews as set out in Part 2 - DB Section 100, DB Section 111-7, including the following:
  - 1) Identification of Design Reviews planned for each Design Unit;
  - 2) A summary of the level of completion anticipated at each Design Review in terms of components designed (not just percent complete);
  - 3) Coordination with the Department or representatives during Quality Assurance checks;
  - 4) A summary of how Design Drawing reviews, Working Drawing reviews, field design changes, and Record Drawing documentation will be accomplished; and
  - 5) A description of how the Designer will be involved during the construction phase.

#### **A6.2.4.3 Construction Management**

The Proposer shall submit a brief narrative description of Proposer's proposed Construction

Management Plan, including the following:

- A) How the Proposer plans to address unusual weather events, equipment breakdowns or material unavailability;
- B) The proposed construction staging and phasing plan indicating timing and sequencing of major activities for the Project. Emphasis should be placed on segmenting the Project such that all Work can be accomplished in a Work zone as expeditiously as possible;
- C) How the Design-Builder will approach problem solving, resolution of disputes, and coordination with other contractors adjacent to the Project; and
- D) The construction start date and time to complete and schedule management, including the use of P3e software.
- E) How the Proposer plans to address the coordination issues with the DNREC Park Staff and the other contractors who will be working in close proximity to the bridge site.

#### **A6.3 MANAGEMENT APPROACH INFORMATION FOR APPENDIX A TO THE PROPOSAL**

No information required.

#### **A7.0 FORMAT AND ORGANIZATION OF THE PROPOSAL**

The Final Technical Proposal shall be prepared in accordance with [Table A](#) except for the following:

- Volume 2, Section 3, SV - Schedule of Values shall be in draft form. Specific prices and values are not required.
- Volume 4, Section 1, Forms PC1 through PC5 - Project Components, PCD - Project Component Descriptions, and Form PP - Lump Sum Price Cover Sheet shall be in draft form. Specific prices and values are not required.

**TABLE A**  
**OUTLINE FOR SUBMITTAL OF THE TECHNICAL PROPOSAL**

| <b>Proposal<br/>Volume/Section<br/>Number</b> | <b>Volume/Section Title and Required Information</b>  | <b>Reference</b>                              |
|---|---|---|
|   | <b>EXECUTIVE SUMMARY AND SUMMARY STATEMENT</b>  | <a href="#">A2.1</a> and <a href="#">A2.2</a> |
| <b>VOLUME 1</b>                               | <b>LEGAL INFORMATION</b>  | <a href="#">A3.2</a>                          |
| Section 1                                     | <ul style="list-style-type: none"> <li>• Proposal Certification;</li> <li>• Form NS, Named Subcontractors and Suppliers; and</li> <li>• Licensing information.</li> </ul>   |   |
| <b>VOLUME 2</b>                               | <b>TECHNICAL SOLUTIONS INFORMATION</b>  | <a href="#">A4.0</a>                          |
| Section 1                                     | <b>BRIDGE STRUCTURE</b> <ul style="list-style-type: none"> <li>• Basic structural layout and scheme;</li> <li>• Design methodology;</li> <li>• Bridge support system;</li> <li>• Foundations;</li> <li>• Construction sequence;</li> <li>• Wind analysis; and</li> <li>• Aesthetics.</li> </ul>   | <a href="#">A4.2.1</a>                        |
| Section 2                                     | <b>ROADWAY</b> <ul style="list-style-type: none"> <li>• Roadway geometrics; and</li> <li>• Specified narrative.</li> </ul>  | <a href="#">A4.2.2</a>                        |
| Section 3                                     | <b>PROPOSED BASELINE PROGRESS SCHEDULE</b> <ul style="list-style-type: none"> <li>• Proposed Baseline Progress Schedule in hardcopy and electronic format;</li> <li>• Specified narrative;</li> <li>• Plan for mobilizing Key Personnel, equipment, Material and supplies;</li> <li>• Summary of major risks and risk management plan;</li> <li>• Project controls approach;</li> <li>• Form 107A;</li> <li>• Form SV, Schedule of Values.</li> </ul> | <a href="#">A4.2.3</a>                        |
| Section 4                                     | <b>PUBLIC OUTREACH</b><br>Public Outreach Plan; and<br>Specified narrative.   | <a href="#">A4.2.4</a>                        |
| <b>VOLUME 3</b>                               | <b>KEY PERSONNEL AND EXPERIENCE INFORMATION</b>   | <a href="#">A5.0</a>                          |
| Section 1                                     | <ul style="list-style-type: none"> <li>• Form KP, Key Personnel</li> </ul>  | <a href="#">A5.2</a>                          |
| <b>VOLUME 4</b>                               | <b>MANAGEMENT APPROACH INFORMATION</b>  | <a href="#">A6.0</a>                          |
| Section 1                                     | <b>PROJECT CONTROLS</b> <ul style="list-style-type: none"> <li>• Project Component Descriptions; and</li> <li>• Form PCD, Project Component Description.</li> </ul>   | <a href="#">A6.2.1</a>                        |
| Section 2                                     | <b>ORGANIZATION</b>   | <a href="#">A6.2.2</a>                        |



**TABLE A**  
**OUTLINE FOR SUBMITTAL OF THE TECHNICAL PROPOSAL**

| <b>Proposal<br/>Volume/Section<br/>Number</b> | <b>Volume/Section Title and Required Information</b>   | <b>Reference</b>         |
|---|--|--------------------------|
| Section 2.1                                   | <ul style="list-style-type: none"> <li>Form C, Single Point of Contact</li> </ul>  | <a href="#">A6.2.2.1</a> |
| Section 2.2                                   | <ul style="list-style-type: none"> <li>Form CR, Commitment of Resources</li> </ul>   | <a href="#">A6.2.2.2</a> |
| Section 2.3                                   | <ul style="list-style-type: none"> <li>Key Personnel organization chart;</li> <li>An organization chart detailing the roles and responsibilities of the Principal Participants and named Subcontractors;</li> <li>Organization chart showing proposed design organization;</li> <li>Organization chart(s) showing proposed construction organization;</li> <li>Organization chart showing the planned QC organizations (design and construction), including names of independent sampling and testing laboratory(ies);</li> <li>Organization chart for safety organization with roles and responsibilities;</li> <li>Description of self-performed and subcontracted Work;</li> <li>Plans and procedures for managing subcontractors; and</li> <li>City and state where assigned staff will be located.</li> </ul> | <a href="#">A6.2.2.3</a> |
| Section 3                                     | <b>SAFETY PLAN</b>   | <a href="#">A6.2.3</a>   |
| Section 3.1                                   | <ul style="list-style-type: none"> <li>Safety Plan; and</li> <li>Specified narrative.</li> </ul>   | <a href="#">A6.2.3</a>   |
| Section 4                                     | <b>PROJECT MANAGEMENT PLAN</b>   | <a href="#">A6.2.4</a>   |
| Section 4.1                                   | Quality Plan <ul style="list-style-type: none"> <li>Summary of Quality Plan;</li> <li>Specified narrative;</li> <li>Name, location and qualifications of independent testing laboratory(ies); and</li> <li>Coordination to ensure consistency and quality among firms.</li> </ul>  | <a href="#">A6.2.4.1</a> |
| Section 4.2                                   | Design management <ul style="list-style-type: none"> <li>Form DU, Design Units;</li> <li>Specified narrative;</li> <li>Summary of Design Review Plan; and</li> <li>Description of Designer involvement during construction.</li> </ul>   | <a href="#">A6.2.4.2</a> |
| Section 4.3                                   | Construction management <ul style="list-style-type: none"> <li>Plan to deal with unusual events;</li> <li>Construction staging and phasing plan; and</li> <li>Construction start date and time to complete.</li> <li>Problem solving and coordination with other contractors</li> </ul>  | <a href="#">A6.2.4.3</a> |
| <b>VOLUME 5</b>                               | <b>BRIDGE SECURITY (marked CONFIDENTIAL)</b>   | <a href="#">A4.2.5</a>   |
| Section 1                                     | BRIDGE SECURITY <ul style="list-style-type: none"> <li>Bridge Security Program and narrative.</li> </ul>   | <a href="#">A4.2.5</a>   |

| <b>TABLE A</b><br><b>OUTLINE FOR SUBMITTAL OF THE TECHNICAL PROPOSAL</b> |  |  |
|--|--|--|
| <b>Proposal Volume/Section Number</b>                                    | <b>Volume/Section Title and Required Information</b>   | <b>Reference</b>   |
| APPENDIX A   | LEGAL, FINANCIAL, TECHNICAL SOLUTIONS, KEY PERSONNEL AND EXPERIENCE, MANAGEMENT APPROACH, PROJECT SUPPORT, AND ALTERNATE PROPOSALS INFORMATION FOR APPENDIX A  |  |
| Section 1  | <a href="#">LEGAL INFORMATION FOR APPENDIX A</a>   | <a href="#">A3.3</a>   |
|  | <ul style="list-style-type: none"> <li>• Notarized Powers of Attorney;</li> <li>• If JV, LLC, or partnership, evidence of joint and several liability;</li> <li>• Non-Collusion Form;</li> <li>• Form OC, Legal Opinion; and</li> <li>• Organizational documents.</li> </ul> | <a href="#">A3.3.1</a><br><a href="#">A3.3.1</a><br><a href="#">A3.3.2</a><br><a href="#">A3.3.3</a><br><a href="#">A3.3.4</a> |
| Section 2  | <a href="#">FINANCIAL INFORMATION FOR APPENDIX A</a>   | <a href="#">A3.4</a>   |
|  | <ul style="list-style-type: none"> <li>• <a href="#">Letter of Commitment of Surety.</a></li> </ul>  | <a href="#">A3.4.2</a><br><a href="#">A3.4.3</a>   |
| Section 3  | TECHNICAL SOLUTIONS INFORMATION FOR APPENDIX A   | <a href="#">A4.0</a>   |
|  | <ul style="list-style-type: none"> <li>• No Information Required</li> </ul>  |  |
| Section 4  | KEY PERSONNEL AND EXPERIENCE INFORMATION FOR APPENDIX A  | <a href="#">A5.3</a>   |
|  | <ul style="list-style-type: none"> <li>• <a href="#">Resumes of Key Personnel</a></li> </ul>   | <a href="#">A5.3</a>   |
| Section 5  | MANAGEMENT APPROACH INFORMATION FOR APPENDIX A   | <a href="#">A6.3</a>   |
|  | <ul style="list-style-type: none"> <li>• No information Required</li> </ul>  |  |